

## **FAST FACTS**

### **Private School Programs**

#### **Annual Review of Title I Private School Program**

##### **Purpose**

Annually, public school districts, in collaboration with the participating private school officials, are required to hold an Annual Review Meeting to evaluate the components of the Title I Private School Program. The purpose of the meeting is to evaluate the effectiveness of the program and make adjustments or improvements for the subsequent school year. Lack of significant student achievement may indicate a need to redesign the entire program, improve particular program elements, or strengthen professional development, and parental involvement activities. The elements to review include, but are not limited to:

- Consultation
- Professional development
- Student selection process – student eligibility
- Classroom teacher communication
- Parental involvement, including parent surveys
- Assessment methods
- Student achievement
- Service methods and delivery
- Curriculum
- Budget

##### **Participants**

Since the public school district is responsible for providing Title I programming in the private school, district representation must be at the meeting (e.g., Title I coordinator, Title I authorized representative, etc.). In addition, typically the Title I staff, private school administrator, and several classroom teachers, as well as any other interested/involved staff members attend the annual review meeting.

##### **Documentation and Dissemination**

The Title I Annual Review Meeting of the private school program must be documented with an agenda, meeting date, and/or minutes of the meeting. In addition, Title I parents must be informed of the results of the meeting and any programmatic changes that are expected to occur in the subsequent school year. Parents can be notified through a variety of methods (e.g., memo, newsletter, flyer, etc.). Whichever method is chosen, it too must be documented.

##### **Contact Information**

If you have questions regarding this Fast Facts, please contact:

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